

INFORMATION EXCHANGE

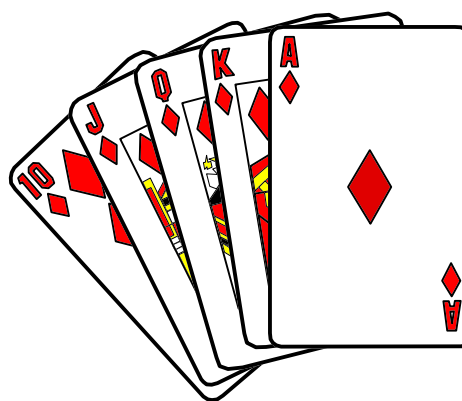
August 1998

Resources for JTPA Programs

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You always hold a winning hand...



When you deal with the Employment Training Network!

Okay, we're putting our cards on the table - the Employment Training Network (ETN) is a great resource! We can assist you and your partners with all of your workforce development technical assistance needs. And, our trump card is that services are **free** to Job Training Partnership Act (JTPA) funded agencies! Here is what we have to offer:

- * Resource library containing books, videos, manuals and CD-ROMs on a wide variety of topics available for loan. Please see Page 6 for a list of our newest material.

- * Consultants to provide assistance with implementing a new program or improving one you are currently operating.

- * Reimbursement of travel expenses associated with visiting other programs.

Please call Diane Coad at (916) 654-8896 if you are interested in obtaining these services. Let us deal you in!



Capacity Building Training Update

Welfare-to-Work Introduction and Overview

The Capacity Building Unit (CBU) of the Job Training Partnership Division (JTPD) is continuing to offer Welfare-to-Work (WtW) Introduction and Overview classes.

This one-day session is designed for Service Delivery Area (SDA) practitioners and other partners who will be administering WtW. The training course will emphasize eligibility requirements of the 70 and 30 percent provisions, and allowable and unallowable work activities noted in the interim rule. Also, elements such as program purpose, administrative requirements, and performance standards will be highlighted during this training. Attendees will also participate in several group exercises that will allow for a "hands-on" approach in grasping the critical processes in documenting WtW participant case files.

If you are interested in hosting a WtW training session, please call Luis Sepulveda at (916) 653-5244 or obtain a Training Request Form located at the CBU website provided below.

Training for Trainers

Due to overwhelming response to the Training for Trainers pilot workshops recently conducted by the CBU, it is anticipated that another two-day workshop will be offered this fall.

The intended audience for the workshop is trainers in your organization who have had no formal instruction or, anyone who would like an introductory overview. The purpose of this workshop is to assist each participant with a practical approach to conducting workshops for clients, techniques for in-house training projects, organizing and evaluating their training session, determining present skills and creating a plan for increasing those skills. In addition, we will look at adult learning theory and the "difficult workshop" situation.

All courses noted on the August Calendar (Page 7) may be requested from the CBU by calling the Job Training Partnership Division at (916) 654-7799. You may also visit our website at:
<http://www.edd.cahwnet.gov/jtpacb.htm>

If you are interested in obtaining more information, please call Joy Allender at (916) 654-8782 or Myrna Erickson at (916) 653-6530.

SDA Subcontractor Monitoring Training

This one-day session is designed for both new staff and those with some experience in Job Training Partnership Act (JTPA) subcontractor monitoring. The course will review the basics of monitoring.

However, the main focus of this class will be on understanding a contract and how to develop/customize a monitoring guide. This session will not cover fiscal monitoring specifically as that will be the subject of a subsequent training session. *All who attend this session must be very familiar with the Department of Labor's Monitoring Technical Assistance Guide (TAG) of 1992 as it is the foundation for this session.*

For more information, contact Don MacMillan at (916) 654-8308 or email dmacmill@edd.ca.gov.

MARK YOUR CALENDARS!

Implementation Issues: Welfare-to-Work Practitioners' Forum

September 17-18, 1998

(See Page 3)

1998 County Welfare Directors' Association Annual Conference

Palm Springs - October 12-14, 1998

For more information, please call (909) 358-3040 or visit their website at: <http://www.cwda.org>

1998 CalWORKS Partnerships Conference

San Diego - December 15-17, 1998

Registration forms are now available. This conference is intended to benefit all individuals involved in welfare-to-work and workforce preparation programs. Please call (619) 292-2900 Ext. 309 for more information.

Implementation Issues: Welfare-to-Work Practitioners' Forum

The Department of Labor (DOL) Employment and Training Administration Region IX, the Capacity Building Unit (CBU) of the Employment Development Department (EDD) Job Training Partnership Division (JTPD), the State Job Training Coordinating Council (SJTCC), the California Workforce Association (CWA) and selected Service Delivery Areas (SDA) are sponsoring a Welfare-to-Work (WtW) practitioners' forum on September 17 and 18, 1998 in Anaheim, California.

The forum will provide a wide variety of information relating to implementation strategies for WtW and is targeted to front-line staff.

The keynote speaker will be Kip Stottlemeyer of Greg Newton & Associates who will give his perspective on

"The Cultural Changes of WtW" and "Making WtW Work in California."

The tentative agenda will focus on the following topics:

- Overview of WtW
- Job Retention Strategies
- Serving Special Populations
- Client Transportation Issues, and
- Child Care Issues

A JTPD Information Bulletin (WtW) will be issued within the next few weeks that will provide registration information. A nominal fee will be charged to attend the forum.

State Convenes Welfare-to-Work Advisory Group

The newly formed Welfare-to-Work (WtW) Advisory Group has been assembled and is well on its way to providing input on a wide variety of critical issues!

The Advisory Group, which met for the first time on June 24, 1998, in Sacramento, consists of representatives from the Service Delivery Areas (SDA), County Welfare Departments (CWD), County Department of Health Services (DHS), California Department of Social Services (CDSS), and the Employment Development Department (EDD) Workforce Development Branch (WDB), Workforce Policy Division (WPD), and Job Training Partnership Division (JTPD).

The first meeting was opened by Kathy Sage, Deputy Director of the EDD/WDB. Kathy explained that the purpose of the Advisory Group, from the State's perspective, is to provide a forum in which local and state representatives can identify and discuss WtW issues of concern. She also expressed a need for strong state and local coordination. Charr Lee Metsker, Chief, Employment and Eligibility Branch, CDSS, expressed another critical need which is for the Advisory Group to define issues and provide input to the design of a program that will satisfy the issues.

Following an explanation by Bill Burke, Assistant Deputy Director, JTPD, as to the structure of the group

and the fact that no consensus or voting on issues is needed, a list of pertinent items to be discussed in future meetings was established by the group. The following items were considered a priority and were discussed at a follow up meeting held July 15, 1998:

- Consistency of reporting for 15 percent/85 percent/Match and 25 percent (DOL direct)
- Eligibility Determination and Referral process at the local level
- Commonality of definitions (WtW and CalWORKS) and
- Use of regional advisors (CDSS) and program managers (JTPD) for obtaining prompt responses

The Welfare-to-Work Advisory Committee June 24, 1998 Meeting Minutes were issued as an Information Bulletin (WB98-13) and are available on the Internet at:

<http://www.edd.cahwnet.gov/wtowinbu.htm>

Minutes from the July 15 meeting will also be posted at this site when available.

For more information on the Welfare-to-Work Advisory Group, please call Michael Evashenk at (916) 654-7616.

EDD Labor Market Information Division's New Winning Products

California Career Notes

Imagine yourself on welfare. You have tried working several times, but quit because all you could hope for was minimum wage and a dead end job with no potential for growth. Now there is welfare reform and you have to find a job.

If you are a professional serving welfare recipients, you know their discouragement. What if you could show them a career path and give them hope in earning more than just minimum wage all their life?

The Labor Market Information Division (LMID) of the Employment Development Department (EDD) understood the needs of the professional serving welfare recipients and created a new product known as *California Career Notes*. The *California Career Notes* were created to meet the needs of counselors, State agencies, and training providers in linking individuals shifting from welfare to work to the labor market. School counselors can also use these guides with high school students.

Colorfully designed and easy to read, the *California Career Notes* provide occupational information on the top 50 entry level, high demand careers with a potential future. These occupations require a high school diploma or less and little or no training.

For each of these occupations, the *California Career Notes* provides:

- A brief job description
- Current statewide wage information
- Basic requirements for the job
- Where to seek employment/additional training
- Projected number of jobs available statewide, and,
- A potential career path

If you or your clients need more detailed information on an occupation, each occupation has a reference to the corresponding *California Occupational Guide*.

To order your set of California Career Notes for only \$12.50 per set including shipping and handling, contact the Public Information Unit at (916) 262-2162. For more information on this highly successful resource, please contact Willa Lampi at (916) 262-2949.

Enhanced State Training Inventory

The California Cooperative Occupational Information System (CCOIS) of the EDD has prepared one of the most comprehensive databases of colleges and vocational training providers in California. It is the *Enhanced State Training Inventory (ESTI)*!

The *ESTI* provides fingertip access to profiles of over 2,500 postsecondary educational and training providers statewide! Searches can be made by occupational title, training program, type of school, geographic regions, Service Delivery Areas, and by Occupational Employment System Code.

The *ESTI* is designed to assist educators, career counselors, and other employment and training personnel to identify the best possible training resources for their students, clients, and personnel. It contains the school names, addresses, telephone and fax numbers, and information on programs and courses, degrees and certification, student services, and accreditation.

When students, clients, or employees need to know which colleges and vocational training providers in California offer the most viable education programs, the *ESTI* meets that need. It is one of the most current and comprehensive resources of its kind. Its database is configured to run on both Windows 95, Windows 98, and Macintosh platforms. The 1998 version, soon to be released, will be available on diskette format and CD-ROM, and will include Internet addresses linked to the schools' web pages. Filemaker Pro User is the run time software application for this inventory.

This college and vocational training electronic inventory was developed in partnership with the California Occupational Information Coordinating Committee (COICC) and is a product of the LMID. The *ESTI* sells for just \$32, which includes tax, shipping, and handling. Persons interested in ordering the *ESTI* can call LMID's Public Information Unit at (916) 262-2162.

For more information about the *ESTI* or other CCOIS products, please contact Brenda Veronie at (916) 262-2217.

One-Stop Career Center Funding Announcement

Governor Pete Wilson recently awarded 21 grants, totaling more than \$6 million, to local One-Stop Career Center partnerships throughout California.

These funds represent the second phase in a three-year, One-Stop Career Center System grant awarded to California by the U.S. Department of Labor. Local grants are awarded in three categories: implementation, partnership building, and technology for local electronic One-Stop system building.

California's One-Stop Career Center system is designed to ensure that local partnerships are developed and that services delivered are customer driven, easily usable and accessible, and tailored to meet the specific needs of local labor markets.

The local grant awards were allocated on a competitive basis to eligible One-Stop partnerships. The 21 selected partnerships demonstrated a high level of joint planning, policy development, and linkages among local One-Stop, School-to-Career, Welfare-to-Work, and economic development efforts.

For a complete listing of the grantees as well as current information on California's One-Stop Career Center System, you may call (916) 654-9995 or visit their website at:

<http://www.sjtcc.cahwnet.gov/sjtccweb/one-stop>

Riverside County to Host California Monitors Network

The Riverside County Economic Development Agency (EDA) will be hosting the California Monitors Network (CMN) Quarterly meeting on September 10 and 11, 1998 at their Workforce Development Center in Riverside, California.

The CMN began in 1991 as a small group of monitors who met to share information on all topics relating to monitoring issues. Since then, the size of the group has grown to include monitors, planners, fiscal and administrative staff from 46 Service Delivery Areas (SDA) in California. They now meet three times a year at different SDAs where the hosting SDA is responsible for planning the agenda and procuring speakers.

The keynote speaker featured at the next CMN meeting in Riverside will be Sue Teele, Ph.D, Director of Education Extension at the University of California Riverside. Dr. Teele is a member of the State Department of Education Assessment Review Panel and a leading authority and author of several books and articles on Multiple Intelligence. She will be speaking on "Multiple Intelligence" and how it can be applied to program monitoring. Presentations will also be made by Don MacMillan, Job Training Partnership Division (JTPD) Capacity Building Unit, and Richard Galope, Assistant Program Manager for EDA's National Welfare-to-Work Grant.

For additional information, contact Shirley Mixon at (909) 955-3078 or Christine Showler at (909) 955-3084.

San Diego County School-to-Career Partnership

In 1994 the San Diego School-to-Career Partnership was awarded a \$946,405 Local Partnership Grant, one of only fifteen awarded in the nation. And, today, it is one of the most successful partnerships in the State of California.

The Partnership identified 6 key areas in order to build the system: Staff training/instructional methods; Integration of academic and occupational curriculum; Employer involvement; Community awareness and parental involvement; Transition to post-secondary education; and Program evaluation. The partnership's success is due, in part, to its ability to focus on these key areas.

One of the highlights of the San Diego School-to-Career Partnership is a Resource Center which has been estab-

lished by the San Diego County Office of Education for use by the partners, educational staff from funded and nonfunded sites, and parents. This center provides site training on such topics as Awareness of School-to-Career and Strategies for Integrating Curriculum and also contains School-to-Career related books, videos, and sample curriculum.

The San Diego School-to-Career Partnership is a pioneer and a model for many school-to-career programs in the State. For more information, please contact Camille Currier at (619) 238-1445 or visit their website located at:

www.sdcoe.k12.ca.us/stc/stc.html

Check It Out!

WELFARE-TO-WORK

National Evaluation of Welfare-to-Work Strategies, U.S. Department of Health & Human Services (J1763)

Strive, CBS Video (J1759-AV)

Government Accounting Office Report: Welfare Reform: Three States' Approaches Show Promise of Increasing Work Participation, MII Publications (J1764)

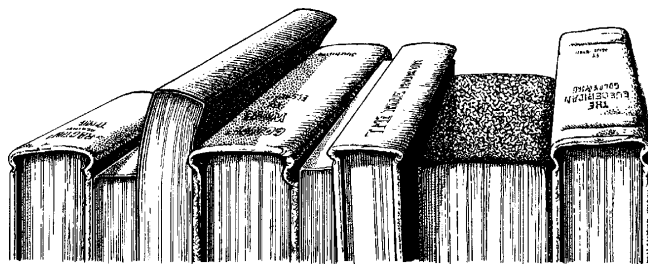
33 Ways to Prepare Public Assistance Recipients for Jobs, MII Publications (J1765)

Government Accounting Office Report: Welfare to Work: State Programs Have Tested Some of the Proposed Reforms, MII Publications (J1766)

Lessons for Welfare Reform, An Analysis of the AFDC Caseload and Past Welfare-to-Work Programs, W.E. Upjohn Institute for Employment Research (J1749)

The Family Transition Program: Implementation and Interim Impacts of Florida's Initial Time-Limited Welfare Program, Manpower Demonstration Research Corporation (J1755)

Washington Works, Sustaining a Vision of Welfare Reform Based on Personal Change, Work Preparation, and Employer Involvement, Manpower Demonstration Research Corporation (J1752)



SUMMER YOUTH

Technical Assistance Guide: Providing Educational Services in the Summer Youth Employment and Training Program, U.S. Department of Labor, Employment and Training Administration (J1746)

Summer 1997 Small Business Projects Youth Perspective, Employers' Training Resource (J1757)

Report on the Status of Summer Youth Employment Programs, Westat, Inc. (J1762)

DISLOCATED WORKERS

New Beginnings, U.S. West Dislocated Workers Program, U.S. West (J1748-AV) Video

Worker Dislocation, Case Studies of Causes and Cures, W.E. Upjohn Institute for Employment Research (J1751)

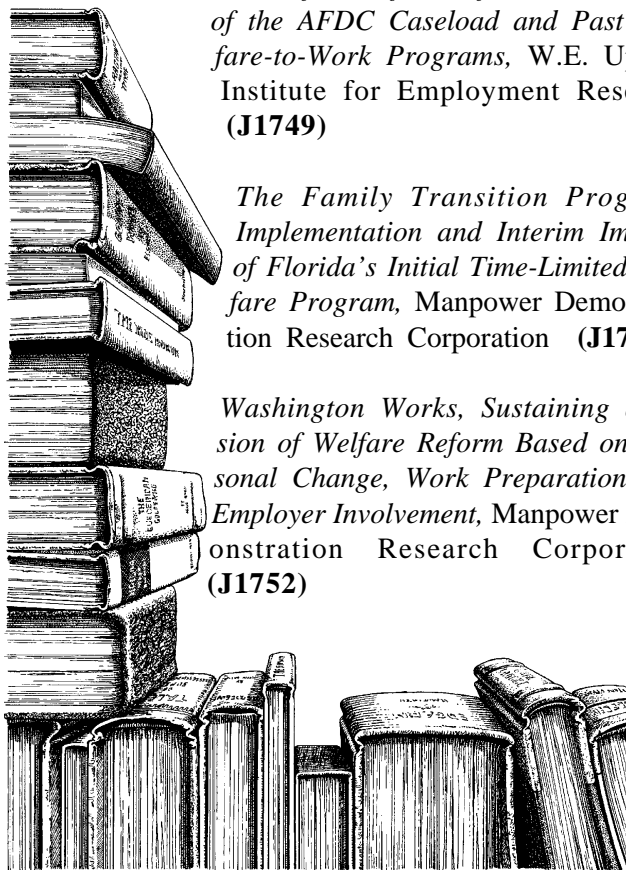
ECONOMIC DEVELOPMENT

Who Benefits from State and Local Economic Development Policies?, W.E. Upjohn Institute for Employment Research (J1747)

EMPLOYMENT AND TRAINING

A Second Chance, Training for Jobs, W.E. Upjohn Institute for Employment Research (J1750)

50 Entry-Level Careers With a Future, Employment Development Department, Labor Market Information Division (J1758)



TO BORROW RESOURCES LISTED ABOVE CALL: (916) 654-8386

INFORMATION EXCHANGE

AUGUST 1998

Monday

Tuesday

Wednesday

Thursday

Friday

3	4	5	6	7
	Welfare to Work - Introduction & Overview <i>Sacramento Employment & Training Agency</i>			
		Case Management <i>City of Los Angeles</i>		
	Business Approach to Job Development <i>Ventura County</i>	Business Approach to Job Development <i>Ventura County</i>		
10	11	12	13	14
				JTPA 101 Intro & Overview <i>SETA</i>
17	18	19	20	21
		JTPA 101 Intro & Overview <i>Fresno City/County</i>		
	Case Management <i>City of Los Angeles</i>			
24	25	26	27	28
				JTPA Eligibility Workshop <i>SETA</i>
31				

*Shaded boxes = Capacity Building Unit sessions

INFORMATION EXCHANGE

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THE EMPLOYMENT TRAINING NETWORK *Resources for JTPA programs*

Information Exchange is published monthly by the Employment Training Network under the auspices of the Association of California School Administrators (ACSA), Foundation for Educational Administration (FEA). Funding is provided by the Employment Development Department, Job Training Partnership Division (EDD/JTPD). The contents of this newsletter do not necessarily reflect the position and/or policy of the EDD/JTPD or ACSA, FEA which administers the Employment Training Network. Comments or questions may be directed to Diane Coad, Editor, Employment Training Network, c/o EDD/JTPD, P.O. Box 826880, MIC 69, Sacramento, CA 94280-0001. Internet address: <http://www.edd.cahwnet.gov/jtpacb.htm>

The Employment Training Network is an information dissemination project which provides one-to-one consultations, staff workshops and resources exclusively for California's JTPA programs. Through statewide networking, the Employment Training Network staff is able to offer diverse technical services using consultants in a variety of JTPA-related areas. SDAs/PICs and their contractors may benefit from the following services, free of charge:

- consultant services - to enhance staff's skills, knowledge, and motivation
- program site visits - staff reimbursement provided for travel expenses
- resource library - up-to-date books, manuals and videos in a multitude of topics on loan for three weeks
- referrals - to other employment and training programs
- added extras - informative newsletters announcing upcoming workshops, new resources, etc.

The Employment Training Network technical assistance services are available upon request to SDA/PIC staff members or contractors operating JTPA programs in schools, community colleges, community-based agencies, adult education programs, County Offices of Education and ROPs. ETN staff: Diane Coad, Project Manager and Janine Cota, Administrative Secretary. JTPA funded agencies may receive Employment Training Network services by calling (916) 654-8896.

EDD is an equal opportunity employer/program.